

*Massachusetts Department of Public Health  
Division of Health Care Quality  
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**SCHOOL-BASED HEALTH CENTERS - PHYSICAL PLANT & PLAN REVIEW REQUIREMENTS**

Licensed as satellite clinics of hospitals or clinics according to the following:

- 105 CMR 140.000 "Regulations for the Licensure of Clinics"
- 105 CMR 130.000 "Hospital Licensure Regulations"
- A.I.A. "Guidelines for Design and Construction of Hospital and Health Care Facilities"

**Basic Clinic Requirements**

- Waiting/reception areas
- Public telephone & public drinking fountain\*
- Offices & record storage areas
- Nurses area with medicine prep/storage with handwashing sink
- Exam room with a minimum of 80 sq. ft. with handwashing sink & sight/sound privacy
- Utility room with flushing-rim service sink, handwashing sink & work counter
- Storage for equipment, supplies & linen (separate clean & soiled linen storage areas are required)
- Janitor closet with service sink\*
- Toilet facilities\*
- Mechanical ventilation of all rooms without operable windows
- Mechanical ventilation of utility room, janitor closet, & toilet rooms
- Accessible to the handicapped
- Corridors 5 feet in width (waiverable for existing)
- Doors 2'-10" wide

\*use of school facilities is acceptable

**Plan Submission Requirements**

- Existing space without renovations
  - Plans indicating all room dimensions and identifying all functional areas of the clinic
  - Plans showing information regarding heating, lighting and ventilation
  - Plans showing all required spaces not provided within the clinic
- Clinics with renovations
  - Actual construction documents of areas to be renovated with all functional areas identified
  - Construction documents to include architectural, plumbing, electrical and mechanical plans
  - Copies of the plan approvals from the Department of Public Safety and the local building inspector must be provided